

CONTRACT INSPECTION ASSIGNMENT RECORD

12 JUN 1969

TO:	TSSG/DED Attention: <input type="text"/>	DATE
FROM:	SC&PS/TSSG S s 468	Declass Review by NGA.
SUBJECT:	INSPECTION UNDER	
CONTRACT NO.	<input type="text"/>	TASK ORDER -
REQUISITION NO.	55-6051-69	VOUCHER NO. -
CONTRACTOR	<input type="text"/>	
ITEM	Fabrication of a modified stage for the <input type="text"/> 1032 T Microdensitometer	

1. Your Office is responsible for performing inspection under the subject Contract. A part of this responsibility is the monitoring of the Contractor's performance at his facility to determine if the quality standards of the Contract are being met. It is also requested that you authenticate the need for and the proper use of any Government furnished property made available to the Contractor in accordance with the Contract.
2. To assist in our evaluation of this Contractor's capability and performance, send us a report of each inspection visit (Form 1897, Contract Inspection Report). Both the interim and the final reports should include information relative to the contractual provisions for delivery and expenditure, as well as your judgment of the Contractor's overall performance. The final report should be in narrative form and should include a statement certifying that all deliverable items listed in the Contract have been received. (Use reverse side of Form 1897 for narrative.)
3. Reports that indicate overall performance as unsatisfactory or barely adequate should support such evaluations with detailed explanations of the specific discrepancies and the corrective action which is being taken.
4. In order to establish a regular reporting cycle, the initial Inspection Report shall be submitted thirty days after the 15th of the month following the effective date of the Contract, (e.g. on a contract dated 5 June 1967, the first Inspection Report will be due 15 July). Subsequent reports will be submitted at sixty day intervals from the first due date (e.g. 15 September, 15 November, etc.).
5. The Inspection Report is the basis for payment of invoices submitted by the Contractor; therefore, it is important that they be submitted promptly as required above.
6. Incentive Contracts require close review during performance whenever award or performance incentives are to be applied. The final report must reflect an accurate evaluation of total performance and the level of objectives attained so as to establish the basis for incentive award.
7. Indicate your acceptance of this inspection responsibility by filling in the name of the inspector/monitor and his extension in the space below on one copy of this form and return it to us.

INSPECTOR/MONITOR

EXTENSION

~~CONFIDENTIAL~~

SCHEDULE

ITEM NO.	SUPPLIES OR SERVICES	UNIT	QUANTITY (NO. OF UNITS)	UNIT PRICE	AMOUNT	AMOUNT BILLED
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DELIVERY DATES:

The Contractor shall design, fabricate and install the special film transport on or before 15 September 1969.

DELIVERY:

Delivery and installation shall be made in accordance with the instructions issued by the Contracting Officer's Technical Representative.

CONTRACT PRICE:

The Firm Fixed Price for performance of this contract shall be

25X1

SECURITY:

Work and Hardware - Unclassified.

The association of the sponsor with the work being produced under this Contract is classified CONFIDENTIAL. This classified information and any other classified information which may be specified above, will be divulged only on a need-to-know basis and then only to those who have been authorized in writing by the sponsor to have access to classified information. Correspondence originated by you which contains the name and address of the Contracting Officer shall be stamped with the classification of CONFIDENTIAL, unless such correspondence contains data of a higher classification in which case it shall bear the same classification as such data.

In the event any question may arise during the preliminary phases of the work and/or research concerning the security of the technical aspects i.e., security classification of various component parts and/or related reports connected thereto, the Technical Representative of the Contracting Officer is authorized to furnish security guidance during this interim period. This is only to be considered an authorized expedient and efficient means of resolving technical security problems by the Technical Representative of the Contracting Officer on the spot and is not to be construed as a waiver of the Contractor's responsibility to request formal written notification and/or authorization from the Contracting Officer prior to effecting any changes in over-all security classification of the contract, or item and/or reports being developed thereunder or the Contractor's Security Requirements, as agreed.

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